



Gaithersburg

A CHARACTER COUNTS!

CITY OF GAITHERSBURG

Gaithersburg Senior Advisory Committee Meeting

Monday, September 12, 2011

Attendees: Sylvia Craig, Lilia Jacob, Richard Kenly, Shirley Mitchell, Wilma Penn, John Rhee, Marcia Robins, Leslie Shapiro and Revathi Vikram
Staff: Grace Whipple, Tim Smith and Yoland Bastian took minutes

Absences: Abbas Jafri

Meeting was called to order at 12:45 p.m. May minutes were moved, seconded and approved unanimously.

Introduction of Tim Smith – Grace introduced Tim Smith (Smitty) as the new supervisor overseeing Senior and Youth Services.

October 10 Mayor & City Council Meeting – Marcia Robins will narrate a power point presentation focusing on the Committee's projects and goals for the upcoming year.

Fourth Annual Active Aging Expo is planned for Monday, May 7. Consideration is being given to designate a section on transportation options for seniors. The Committee was asked to provide support for the upcoming **Gaithersburg Book Festival**.

I. Committee Reports:

A. Activities – no report this month

B. Diversity – no report this month

C. Communication – Richard Kenly and Shirley Mitchell collaborated to design an updated New Member Membership Packet. The packet includes a welcome letter from Grace and copies of the center's Policies and Procedures, Senior Newsletter and monthly nutrition menu in addition to a staff and Senior Advisory Committee listing. Six members have been recruited to provide new member orientations. Orientations will be done monthly or one-on-one if requested.

D. Other Business – Charlyn Simpson is the new Program Coordinator and will be officially introduced at the luncheon for Denise Mornini on September 14. Charlyn's previous part time position will be filled by the end of the week.

II. NEXT MEETING: Monday, October 3, 2011. Agenda items due September 27, 2011

III. ADJOURNMENT:

The meeting adjourned at 2:00 p.m.

Respectfully submitted by,
Yoland Bastian